

## ATTACHMENT DHCD PHN 2017-23

### Types of Suggested Documentation for Households Affected by Hurricane Harvey, Irma, Jose, Maria, and Lee

Any evacuee who contacts your LHA and wants to apply for housing:

1. Is eligible for Priority 1 – Displaced by Natural Forces, provided the LHA can make reasonable determinations regarding displacement. Applicants must complete the Universal Standard and Universal Emergency Applications.
2. Forms of documentation that may be accepted (not all required):
  - An airline ticket from the affected area to the City they flew to.
  - Driver's license or any other government identification
  - Utility bill
  - Credit Report will provide information about address
  - FEMA identification card. Person may or may not have this. It will depend if they have gone through application process with FEMA. All evacuees should apply as it makes them eligible for various federal benefits.
  - Verification from the Red Cross or other disaster aid organization
3. Inform applicant that they will need to provide Criminal Record Information. Applicant must sign the following statement:

I understand that the Housing Authority will request information about any and all criminal records of the adult members of my household from the Massachusetts Criminal History Systems Board, Sex Offender Registry Board, or out-of-state records agency, or may ask me or adult members of my household to provide such information.

4. Methods to obtain Verification of Income, Assets, Deduction, address, etc.
  - Credit Report. This will provide you with information about address and credit history.
  - Tenant Screening Report such as "The Info Center"
  - Internet search. Can research people through the internet, but be aware that some of the services charge a fee.
  - Driver's license, state issued identification
  - School records
  - Utility bill, accounts may be accessible online
  - Credit card bill, accounts may be accessible online
  - Bank statement, accounts may be accessible online
5. Determination of Rents.
  - Determine based on as much information as can be obtained now. Household circumstances will change rapidly over the next few months. Advise household that once they begin to receive benefits, or are employed, receive insurance settlements, or can identify status of assets, etc. that they must come in for interim redetermination.